

Sherman County Soil and Water Conservation District

MEETING MINUTES

March 10, 2020

8:30 AM

Old Moro Elementary School

302 Scott St. Moro, OR 97039

SWCD Board Meeting

Board Present

Jess Stutzman
Josh Hilderbrand
Thad Eakin
Clint Moore

Others Present

Amanda Whitman, District Manager
Emily Freilich, Watershed Coordinator
Taryn Asmus, Watershed Program Assistant
Joan Bird, Sherman County Commissioner
DelRae Ferguson, NRCS
Jacob Powell, OSU Extension
Emily Huth, NRCS

I. ORDER

Meeting was called to order at 8:40 am by chairman, Jess Stutzman.

II. MINUTES

Clint moved to approve minutes from the February 11th board meeting. Josh seconded. Motion passed unanimously.

III. ADDITIONS TO AGENDA

No additions

IV. GUESTS/PUBLIC COMMENT

Jacob Powell with OSU Extension asked if the District would want to sponsor anything for this year's crop tour. The Board asked if he had a schedule set. He said they are planning on starting at 8am at Alan vonBorstel's and finish around noon. He wondered about the District providing lunch or coffee, donuts, snacks, etc. Amanda asked if he knew how much money he was asking us to donate. He wasn't sure. They asked him to come back with a dollar figure. He also reported that there may be another fire workshop. Thad asked if you get a certificate or anything showing you completed the course. Jacob said he will provide a certificate, so you have it for OSHA. He said this training is especially important if you have employees/hired hands.

V. TREASURES REPORT

Amanda handed out the financial reports for February. Thad asked about the net income and how we were sitting for year end. Right now, we are coming in under budget by quite a bit. There was discussion on which financial reports they like to see. The budget vs. actual and balance sheet are the two they would like to see.

The bills were reviewed. Thad moved to approve the bills to date and Clint seconded. Motion passed unanimously.

VI. OLD BUSINESS

- A. Watershed Council Updates – See attached report.
 - a. Grant Updates – See Emily's report.
 - i. Large Grants
 - 1. Monitoring Reports – Up to date

2. Completion Reports – Up to date
 3. Fund Requests – Submitted 218-8405, working on 220-046 and 219-9001
 4. Discussed meeting with Sue about possible projects. Some ideas were wildlife habitat improvement, BDA's, mouth of Grass Valley Canyon. Jess suggested talking to Pheasants Northwest
- ii. Small Grants
1. Applications – There was 1 new application
 - a. 16 Application – This was for a spring re-development for wildlife that is in CREP. Total cost is \$6,606 with the OWEB amount \$4,949. Clint moved to approve, and Josh seconded. Motion passed unanimously.
 2. Monitoring – 1 monitoring report complete
 3. Completion – Up to date
 4. Fund Request – Up to date
- iii. Taryn Updates – See attached
- B. County Cost Share – There were no applications. Thad asked if they could discuss the boundary fence funding. He would like to see us do funding similar to haul roads for boundary fence. It would be for a ½ mile fence with us paying for the supplies. We would have specific specs to follow. We need to get costs from at least 3 different suppliers in our area for materials so we can come up with a standard amount. Staff will draft up an application for the next meeting. There was also discussion on what to do if the fence has a neighbor bordering and it was decided that there would be a waiver or spot on the application for the neighbor to sign.
 - C. ODA – Amanda had follow up information on the SIA and its process. She handed out a new map that includes the entire Lower Deschutes management area. This adds sections of the north end of the county along with bordering areas of Wasco County. She talked to Theresa and she was fine with having a producer meeting prior to anything else. She also talked with Shilah and she had positive feedback on the whole process. She did say they have learned that the more info you can give the landowners/producers the better. Shilah also said they would be willing to do what was needed for the Wasco Co. portion of the new area. The Board agreed to move forward with the SIA and the area presented. They would like to contact landowners as soon as possible.
 - D. Office Personnel – Amanda asked about moving some of the bookkeeping in house. This will make it easier to get payments out quicker and adjusting for grants easier. The Board agreed we need to look into and wants her to talk with Regina next month when things slow down for her.
 - E. Policy Review – Amanda presented a new/updated Public Records Request Policy. Josh moved to approve the policy with one edit to a cost difference. Clint seconded and the motion passed unanimously.
 - F. Annual Meeting – The Annual Meeting is tonight at 5:30 at the Grass Valley Pavilion. Amanda handed out the annual report.
 - G. Watershed Education Reserve Fund – There were 2 new applications that were reviewed. The first one was for 4-H Camp for \$2,000. Clint moved to approve this grant and Thad seconded. Motion passed unanimously. The second was for this year's NCLA Bull Tour for \$2,000. Thad moved to approve, and Clint seconded. Motion passed unanimously.

VII. NEW BUSINESS

A. Logo – Taryn has been working on revamping our SWCD logo. She handed out some examples and said we could change color or anything else on them. The Board liked the second one but said they were all great. They would like the staff to decide.

VIII. NRCS REPORT

DelRae reported the EQIP deadline is April 17th and that is for the Pine Hollow/Jackknife CIS and the CRP CIS. They are trying to put together a new one for this year. The CSP deadline is March 13th for Extensions, March 20th for a Renewal Application and the General signup deadline is May 29th. Extensions are supposed to happen in the first half of the contract, which hasn't been the case in the past, so the 15 and 16 contracts are happening now. The Intent to Bid was advertised for the office building and closes on March 13th. DelRae found out yesterday that they are flying 2 soil conservationist positions for this office.

IX. AGENCY REPORTS

FSA – Kara is in Condon but Emily H. had 2 deadlines to remind people of. The ARC/PLC sign-up deadline is Monday March 16th and the CRP Grasslands program signup starts March 16th.

X. OTHER BUSINESS

- A. Timesheets – Timesheets were reviewed and signed.
- B. Budget Committee – Amanda asked when they wanted to have the first budget meeting. They asked if it was doable to have everything ready for the April meeting. Amanda said it would if we had enough time to advertise. If that all works out, they would like to have the meeting at 8 am prior to our next Board meeting.
- C. Board Appreciation Dinner – There was some discussion about having a board appreciation dinner sometime before harvest. Will talk more about it at the next meeting.

XI. EXECUTIVE SESSION

Jess called executive session at 10:43 am for ORS 192.660(2)(i) and 192.660(8) for the annual employee performance evaluation. The regular meeting was called back to order at 10:53 am. Clint moved to increase Amanda and Emily's salary by one step each effective Feb. 11, 2020. Josh seconded and the motion passed unanimously.

XII. NEXT MEETING

The next meeting will be Tuesday, April 7th, 2020 at 8:30am.

XIII. ADJOURNMENT

With no further business of the board meeting was adjourned at 10:56 am.

Respectfully,

Thad Eakin, Secretary

Approved by the Board of Directors April 14, 2020:

Jess Stutzman, Chair

*Documents/attachments mentioned in minutes can be obtained by request